

City of Ormond Beach Memorandum

To: Honorable Mayor and City Commissioners
From: Joyce Shanahan, City Manager
Subject: Weekly Report – EXECUTIVE SUMMARY
Date: September 21, 2018

1. City Manager: **Page 1**

City Manager

Reviewed and prepared with staff as follows:

- Staff meeting
- General discussion meetings with various members of senior staff
- Prep work for speaking engagement for Ormond Beach Lions Club
- Prep work for October 2 City Commission healthcare plan update workshop
- Reviewed State of the City video with staff

Spoke to, attended and/or met with:

- Agenda review meetings with Mayor Partington, and Commissioners Boehm and Littleton
- City Commission meeting

2. Community Development: **Page 1**

- The property at 600 South Atlantic Avenue, the former Stacey's Buffet, was issued a letter of unsafe structure from the City's Chief Building Official. The contractor for the property owner has provided Building staff a timeline to perform a partial demolition of the building and then commence with building improvements to convert the building to a retail store. The site has an approved site plan.

3. Economic Development: **Page 2**

4. Finance: **Page 3**

5. Fire: **Page 4**

6. Human Resources **Page 4**

7. Information Technology: **Page 5**

8. Leisure Services: **Page 6**

- Athletics Field Maintenance. **Page 7**
- Performing Arts Center. **Page 7**
- Parks Maintenance. **Page 8**
- Building Maintenance. **Page 9**

9. Police: **Page 9**

- Community Services/Animal Control. **Page 9**
- Criminal Investigations. **Page 9**
- Operations – Summary of specific crimes. **Page 10**
- Neighborhood Improvement. **Page 12**

10. Public Works **Page 12**

- Airport: **Page 12**

- Engineering: **Page 12**
 - 2018 Road Rehabilitation – Microsurfacing – A final inspection was performed on September 11 with the contractor. Any identified deficiencies will be addressed to staff's satisfaction prior to release of final payment. Overall, staff felt that the new paving rehabilitation process of microsurfacing was a success and the cost savings will increase the City's ability to rehabilitate more roads in future years. **Page 13**

- Environmental Management Division: **Page 15**
 - Street Maintenance/Asphalt/Concrete. **Page 15**
 - Forestry. **Page 15**
 - Stormwater Maintenance. **Page 16**

- Fleet Operations: **Page 16**

- Utilities: **Page 16**

11. Support Services/City Clerk **Page 19**